

BOARD OF EDUCATION MEETING MINUTES
I.S.D. #2534 BIRD ISLAND-OLIVIA-LAKE LILLIAN
JANUARY 3, 2022 – 7:00 P.M.
DISTRICT OFFICE

Pursuant to due call and notice thereof, a Board of Education Meeting of I.S.D. #2534, Renville County, Minnesota, was held on the 3rd day of January at 7:00 p.m. in the District Office.

Members Present: Sandy Benson, Brian Boen, Jamie Bohlin, Traci Buchtel, Jill Hanson, Theresa Jacobs and Todd Sheehan

Members Absent: N/A

Administration Present: James Menton, Superintendent

The meeting was called to order at 7:00 p.m. by Chair Hanson. Hanson led everyone in the Pledge of Allegiance and then read the mission statement.

Agenda: Buchtel moved and Boen seconded a motion to approve the agenda as amended by adding a School Board Report after the Superintendent Report. Motion carried unanimously.

Recognition of Visitors to Board Meeting: Hanson thanked everyone for attending the meeting and those watching through YouTube.

Election of School Board Officers

(January 2021 – December 2021) (January 2022 – December 31, 2022)

Chairperson Jill Hanson Jill Hanson
Nominations for Chairperson: Jill Hanson, Theresa Jacobs and Todd Sheehan. Nominations closed. By show of hands, Boen, Sheehan, Bohlin, Buchtel and Hanson voted for Hanson as the Chairperson. Hanson is the Chairperson.

Vice Chair Melissa Sagedahl/Theresa Jacobs Brian Boen
Nominations for Vice Chairperson: Brian Boen and Theresa Jacobs. Nominations closed. By show of hands, Hanson, Buchtel, Bohlin and Jacobs voted for Boen; and Benson, Boen and Sheehan voted for Jacobs. Boen is the Vice Chair.

Clerk Traci Buchtel Traci Buchtel
Nominations for Clerk: Traci Buchtel. Nominations closed. Hanson declared Buchtel as Clerk by acclamation.

Treasurer Sandy Benson Sandy Benson
Nominations for Treasurer: Sandy Benson and Theresa Jacobs. Jacobs declined. Nominations closed. Hanson declared Benson as Treasurer by acclamation.

Consent Items:

Electronic Funds Transfers Resolution: Boen moved and Sheehan seconded a motion to adopt the Electronic Funds Transfers Resolution. Motion carried unanimously by roll call vote.

Superintendent Report:

Mr. Menton reminded the board of the upcoming MSBA Leadership Conference held on January 13-14, 2022. He also reminded the board of the award that Benson will be getting for attending more than 100 hours of training. The award will be presented at a Luncheon Banquet during the conference.

School Board Discussion:

Jacobs asked why the lights were on in the Bird Island cafeteria if no one is using it? Menton commented he heard the Dance Team sometimes uses the cafeteria as well as the small gym.

New Business:

School Board Organizational Items: Bohlin moved and Benson seconded a motion to set the School Board Meeting Dates, Times, and Location for the 2022 calendar year as follows:

4th Monday of each month at 7:00 p.m., except for December 19, 2022.

January 1, 2022 – December 31, 2022 at the Olivia District Office

Motion carried unanimously.

Establish Board Compensation for Attending Board Meetings: Buchtel moved and Sheehan seconded a motion to approve the board compensation as follows:

January 1, 2022 – \$50 per director per regular and special board meetings
December 31, 2022: and \$50 for ½ day and \$100 for full day negotiations meetings; \$100 for all day seminars.

Compensation not paid for Meet and Confer meetings, Policy Review meetings, interviews, etc.

Motion carried unanimously.

2022 Standard IRS Mileage Rate: Bohlin moved and Benson seconded a motion to approve the 2022 Standard IRS Mileage Rate of 58.5 cents per mile, effective January 1, 2022. Motion carried unanimously.

School Board Representatives and Committees: Hanson moved and Buchtel seconded a motion to adopt the School Board Representatives and Committees. Motion carried unanimously.

Designation of Official District Radio Station: Bohlin moved and Benson seconded a motion to approve K100 - Big Country - 100.1 FM, Olivia as the official district radio station for January 1, 2022 - December 31, 2022. Motion carried unanimously.

Meal Allowances/Reimbursement: Buchtel moved and Benson seconded a motion to set the meal allowances/reimbursements as follows:

Meals: \$44.00 maximum per day

*Meal allowance for a full day, reimbursable up to \$44.00. Receipts required for reimbursement. Motion carried unanimously.

Signatures for School Checks, Authorization to Pick Up Night Depository Money, Access to Safety Deposit Box, and Authorization to Make Collateral Adjustments for Period January 1, 2022 - December 31, 2022: Bohlin moved and Boen seconded a motion to approve signatures for School Checks, Authorization to Pick Up Night Depository Money, Access to Safety Deposit Box, and Authorization to Make Collateral Adjustments for Period January 1, 2022 – December 31, 2022, as listed below:

Signatures:

Finance/Payroll Checks/Flex Account/Activity Account – Chairperson, Treasurer and Clerk

Petty Cash – Superintendent, Business Manager and Assistant Business Manager

Trust Accounts – Superintendent, Business Manager and Assistant Business Manager

Night Depository: Treasurer, Superintendent, Business Manager, Assistant Business Manager and Activities Director

Safety Deposit Box: Treasurer, Superintendent, Business Manager, Assistant Business Manager and Activities Director

Collateral Adjustments: Superintendent and Business Manager
Motion carried 6-1 with Jacobs voting no.

Designation of Official School Depository Accounts: Buchtel moved and Bohlin seconded a motion to approve the designation of Official School Depository Accounts as follows:

School Finance.....HomeTown Bank of Olivia
Motion carried unanimously.

Designate Financial Institutions for Investment Purposes for the Period January 1, 2022 through December 31, 2022: Boen moved and Sheehan seconded a motion to designate financial institutions for investment purposes for the period January 1, 2022 - December 31, 2022 as follows:

Frandsen Bank & Trust - Bird Island
FM Bank Minnesota – Olivia
HomeTown Bank – Olivia
Citizens Alliance Bank - Lake Lillian
MSDLAF+
PMA
Motion carried 6-1 with Jacobs voting no.

COVID-19 Vaccination Emergency Temporary Standard Policy: Hanson moved and Boen seconded a motion to approve the COVID-19 Vaccination Emergency Temporary Standard Policy. Motion carried 5-2 with Jacobs and Benson voting no.

Adjourn: Bohlin moved and Boen seconded a motion to adjourn the meeting at 8:21 p.m. Motion carried unanimously.

Respectfully submitted,

Traci Buchtel
Board Clerk